



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

PLANNING COMMISSION
(203) 797-4525
(203) 797-4586 (FAX)

FOR OFFICE USE ONLY

DATE REC. _____

FILE NO.: _____

APPLICATION FOR SPECIAL EXCEPTION APPROVAL

An "Application for Special Exception Approval" shall be submitted to the Planning Commission through the Department of Planning & Zoning for approval of all Special Exception uses in accordance with applicable requirements of the City of Danbury Zoning Regulations. This "Application" form shall be completed and signed by the property owner and the applicant/agent and shall be accompanied by all documents, plans, fees and other materials specified below under "Submission Requirements." All "Applications for Special Exception Approval" shall be accompanied by an "Application for Site Plan Approval" pursuant to the Zoning Regulations.

The application review period, as specified in §8-26 of the C.G.S., as amended, will not commence until all the "Submission Requirements" specified below are submitted to the Department of Planning & Zoning. Failure to comply with all "Submission Requirements" shall result in a denial of the Application.

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1. Name of proposed development: _____
 2. Street address of the proposed development: _____
 3. Date submitted: _____ Assessor's Lot # _____
 4. Property owner's name: _____ Phone: _____
Address: _____ Fax: _____
(street, city, state, zip code)
 5. Applicant/Agent's name: _____ Phone: _____
Address: _____ Fax: _____
(street, city, state, zip code)
 6. Zoning District: _____
 7. Special Exception Use: _____

8. Zoning Regulations section(s) authorizing this special exception: _____

9. Does the property contain wetlands or watercourses ☐ Yes ☐ No

If Yes, and a regulated activity is proposed within the wetland or watercourse, or its regulated buffer, on what date was the application submitted to the Environmental Impact Commission?

10. Is the property or any portion thereof located within a floodplain zone? ☐ Yes ☐ No

If Yes, and work is proposed in the floodplain zone, a Floodplain Permit will be required from the Planning Commission in accordance with Section 7.A of the Zoning Regulations.

11. Is the property or any portion thereof located with a designated Public Water Supply Watershed zone?

☐ Yes ☐ No

If Yes, the Applicant/Agent shall be required to comply with Section 7.C of the Zoning Regulations.

12. List all municipalities within five hundred (500) feet of the subject property (if any)

I hereby acknowledge that to the best of my knowledge, the above information is true, complete and correct.

Property Owner:

Print Name

Signature

Date

Applicant or Agent:

Print Name

Signature

Date

SUBMISSION REQUIREMENTS

The owner or the applicant/agent shall submit the following documents, plans, fees and other materials with this “Application for Special Exception Approval.”

- ☐ One original of this “**Application for Special Exception Approval**” plus nine (9) copies.
- ☐ A Special Exception **filing fee of \$300.00** payable to the “*City of Danbury*”.
- ☐ One copy of the **legal description** of the subject property.
- ☐ A list of all names and mailing addresses of **owners of land** included within, adjacent to, and across the street from the boundaries of the property proposed for special exception.
- ☐ Plain business-sized **envelopes** addressed to all above referenced property owners.
- ☐ A signed and notarized **affidavit** stating when and by whom the Tax Assessor’s records were examined and stating that the list of property owners is complete.
- ☐ Ten (10) copies of the **Application for Site Plan Approval** including all supporting documents, plans, **fees**, including the **\$30.00 State land use fee** as required by Section 22a-27j(a) of the C.G.S., and other Site Plan submission requirements.
- ☐ An **architectural rendering** of the proposed project.
- ☐ Ten (10) copies of a **Traffic Study**, if required, pursuant to Section 10.D.8. of the Zoning Regulations.

Submission of an Application for Special Exception and supplemental documents does not assure approval of the application. All required data must be included in conformance with all applicable regulations of the City of Danbury. The City reserves the right to require additional data and documentation when deemed necessary to determine compliance with applicable regulations.

Revised June 2006